

State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

- COMPENSATION AND LABOR RELATIONS BULLETIN -

Date: June 8, 2004

Locator No: OSER-0033-CLR/LR/PP

Subject: Information Necessary to Process FY 2003-2004 Pay Adjustments for Employees Represented by the WSEU- Professional Social Services Bargaining Unit

This information is provided to assist appointing authorities in determining FY 2003-2004 base pay adjustments to employees in the Professional Social Services (PSS)(DP Unit Code 12) bargaining unit of the Wisconsin State Employees Union (WSEU). These base pay adjustments are granted in accordance with the wage provisions of the Agreement between the State and the WSEU-PSS bargaining unit and are effective May 30, 2004. The pay adjustments in this bulletin are to be applied in the order set forth.

SECTION I. GENERAL WAGE ADJUSTMENTS

There will be no General Wage Adjustments provided to covered employees. In addition, the FY 2003-2004 pay schedule will remain the same as those in effect at the end of the 2001-2003 agreement.

SECTION II. MILITARY & PUBLIC HEALTH LEAVE PROVISIONS

Various changes were made to the provisions regarding military and public health services leave. These provisions were covered in a separate bulletin (OSER-0019-CLR/LR).

SECTION III. PERSONAL HOLIDAY LEAVE IN RECOGNITION OF VETERANS DAY

Beginning in calendar year 2004, employees will be granted one additional day of personal holiday leave in recognition of Veterans Day. The additional personal holiday need not be taken on Veterans Day, and shall be administered in the same manner as the other personal holidays.

SECTION IV. SUPPLEMENTAL HEALTH INSURANCE CONVERSION CREDIT (SHICC) REVISIONS

Effective May 29, 2004, the following revisions were made to the SHICC provisions:

1. SHICC conversion rates will be based on the highest pay rate received as a state employee.
2. SHICC will be provided to laid off employees until credits are exhausted, the employee accepts other employment in a position offering a comparable health insurance plan, or five years have elapsed from the date of layoff, whichever occurs first. SHICC will also be provided to the surviving insured dependents if the employee dies during the layoff eligibility period.
3. SHICC will be provided to the surviving insured dependents if the employee dies while employed by the state.

The revisions are provided to mirror those in Chapter 40, Wis. Stats., regarding Accumulated Sick Leave Conversion Credits (ASLCC). However, SHICC will be provided under 2. or 3., above, only if the employee would have met other SHICC eligibility requirements, such as having attained 15 years of adjusted continuous state service. Also, the SHICC will be provided only after all ASLCC have been exhausted.

SECTION V. THREE-TIER HEALTH INSURANCE EMPLOYEE CONTRIBUTIONS

Effective with collection for the January 2004 health insurance premiums, employee contributions will be as follows:

2004 Employee Monthly Contribution

	<u>Single</u>	<u>Family</u>
Tier 1	\$18.00	\$45.00
Tier 2	\$47.00	\$117.50
Tier 3	\$100.00	\$250.00

2005 Employee Monthly Contribution

	<u>Single</u>	<u>Family</u>
Tier 1	\$22.00	\$55.00
Tier 2	\$50.00	\$125.00
Tier 3	\$100.00	\$250.00

Part-time employees appointed to work 1044 hours or more per year will be subject to the same schedules shown above, and part-time employees appointed to work less than 1044 hours per year will be required to pay a monthly contribution amount equal to 50% of the total monthly premium.

SECTION VI. MULTIPLE PAY ADJUSTMENTS WITH THE SAME EFFECTIVE DATE, ORDER OF APPLICATION

Multiple adjustments occurring on the same date shall be made in accordance with s. ER 29.04, Wis. Adm. Code.

SECTION VII. FY 2003-2004 GRID IMPLEMENTATION

A. Effective May 30, 2004, the grid in Attachment A was implemented. It is identical to the grid in effect at the end of the 2001-03 WSEU Agreement.

B. IMPLEMENTATION OF PSYCHOLOGIST-LICENSED CLASSIFICATION EFFECTIVE MAY 30, 2004

Effective May 30, 2004, employees in positions allocated to the Psychologist classification series who are licensed as a Psychologist by the Department of Regulation & Licensing will be reallocated to the Psychologist-Licensed classification, pay range 12-09 (class code 52160).

C. IMPLEMENTATION OF PROGRESSION CLASSIFICATIONS EFFECTIVE MAY 30, 2004

1. Effective May 30, 2004, progressions for Psychological Associate were implemented in accordance with Negotiating Note 73.

2. Effective May 30, 2004, progressions for Medigap Insurance Specialist were implemented in accordance with Negotiating Note 77.

SECTION VIII. PROVISIONS FOR DETERMINING PAY UPON PERSONNEL TRANSACTIONS

All personnel transaction pay adjustments for WSEU-PSS employees covered by the 2003-2005 WSEU-PSS collective bargaining agreement will be determined in accordance with the provisions set forth in Appendix 5 of the Agreement. **Pay upon pay range reassignment and reallocation in this bulletin is determined according to Appendix 5, unless otherwise specified.** Personnel transaction pay adjustments for project employees (**employment type 05**) shall be determined in accordance with Section E of the 2003-2005 Compensation Plan.

SECTION IX. TRAINEE INCREASES

Except for trainees being paid at or above the minimum of the applicable pay range (due to prior permanent state service), trainees will receive wage adjustments under the Agreement only as allowed in accordance with the provisions of Section E, 1.04 of the 2003-2005 Compensation Plan. Trainees below the minimum will not be eligible for any lump sum payments for delay in effective dates for any adjustment they may receive. Trainees above the minimum will receive only the GWAs, and the lump sum payments associated with them.

SECTION X. REFERRAL OF QUESTIONS

Employee Questions:

Individual employees with questions regarding their pay rates or pay adjustments indicated in this bulletin should contact their Agency Human Resources Office or Payroll Office directly.

Employer Questions:

Employer questions regarding the **pay adjustments and lump sum payments** contained in this bulletin should be referred to the Division of Compensation and Labor Relations: Brian Fusie at (608) 266-1418; e-mail Brian.Fusie@oscr.state.wi.us.

Employer questions regarding **other provisions of the WSEU Agreement** should be referred to Mark Wild at (608) 266-9564; e-mail Mark.Wild@oscr.state.wi.us; fax at (608) 267-1020; or Durell Vieau at (608) 267-5169; e-mail at Durell.Vieau@oscr.state.wi.us.

Employer questions regarding payroll processing or file maintenance procedures should be referred to the appropriate payroll center:

<u>DOA Central Payroll</u>	Shelley Schwartz	(608) 264-9571
<u>UW Processing Center</u>	Payroll and Financial Svcs.	(608) 262-3558

James A. Pankratz, Administrator
Division of Compensation and Labor Relations

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Attachment: Attachment A –2003-04 WSEU-PSS Transaction Grid

